

FIRE PREVENTION WEEK

How Safe Is Your Family From Fire?

More than 120 years ago, two devastating fires spawned an October tradition: Fire Prevention Week. The more famous of the pair, the Chicago Fire, captured headlines and legend. But the second one — known as the Peshtigo River Fire in Wisconsin, which occurred at the same time — was far worse in terms of lives lost and property destroyed.

Between them, nearly 2,000 people were killed and property damage was catastrophic.

Annually, they bring fire safety forward as a generally preventable problem and serve as stark reminders of how critical safety measures are. Emma Hooks, director, Safety, points to a continual, on-going program in the hospital that begins with new employee orientation and continues with regular "hands-on" training for fire extinguisher use.

In the meantime, fire detection systems in the hospital are so sensitive that even candles on a cake can touch off alarms that automatically

contact fire departments. And through the system of fire doors and structural integrity, fire protection in the hospital concentrates on containment.

"All work areas routinely review fire notification and responsibility," she says, "but every year we hear of an employee who loses a home to fire."

Fire Prevention Week is formally observed in the week of Oct. 4-10, but Hooks notes all employees should regularly observe 10 simple precautions that can protect both property and lives.

At the top of the list is the installation and maintenance of smoke detectors on each level of a dwelling and outside each sleeping area. They should be tested weekly, following manufacturer's directions, and batteries should be replaced annually at a minimum.

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Extinguishers: What You Need To Know

Portable fire extinguishers are useful in the vicinity where fire hazard is the highest, such as kitchen and garage. Extinguishers are rated in terms of types of fire for which they are appropriate: A for ordinary combustibles such as paper or wood, B for flammable liquids like gasoline, grease and oil, and C for energized electrical equipment like circuit breakers, machinery and appliances.

Emma Hooks, director, Safety, notes that many household extinguishers are rated A-B-C, which makes them appropriate for all types of fire, but stresses that it is dangerous to use water or a Class A extinguisher on grease or electrical fires.

She notes that extinguishers require routine care, and manufacturer's labels generally indicate how often the model should be inspected and serviced. Rechargeable models must be serviced after each use, while disposable extinguishers can be used only once. Pressure in the extinguisher should be checked monthly.

The usual procedure with a fire extinguisher is to pull the pin, aim at the base of the fire, squeeze the handle and spray from side to side.

But before you begin to fight a fire, she

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Close behind is a planned and practiced fire drill to review escape from potential structural fire. This is a family project, she says, that ought to include two ways out of every room, a predetermined meeting place outside the building for the family to gather. "Don't forget," she adds, "once you're out of a burning building, stay out."

It's sound advice to close doors as you exit to help contain the fire.

Common specific fire hazards include space heaters, which should be kept at least three feet from anything that can burn and should

never be left on when away from home or when everyone's asleep. Children and pets should be kept away from such devices.

Carelessly discarded cigarettes remain the leading cause of fire death in the United States. While the best healthcare advice is to quit smoking altogether, the advice to those who continue are to never smoke in bed or when drowsy, use large and deep ashtrays, pour water on smoking materials before discarding them, and before going to bed check under and around sofa cushions for smoldering cigarettes.

Kitchen safety begins with never leaving cooking unattended. Hooks advises employees and their families to keep cooking areas clear of combustibles and wear short or tight-fitting sleeves while cooking. Pot handles should be turned inward to avoid accidental spills. In the event of a grease fire in a pan, carefully slide a lid over the pan to smother flames, then turn off the burner. Never put foil or other metals in a microwave oven.

Matches and lighters are tools that are very dangerous for young children, and youngsters should be taught at an early age not to play with them.

If electrical appliances smoke or have an unusual smell, unplug the device immediately and have it repaired. Replace cracked or frayed electrical cords, and don't overload extension cords or run them under rugs.

In the event of a minor burn, place the wound in cool water for 10 to 15 minutes; if the burn blisters or chars, get immediate medical attention.

In the event your clothes catch fire, drop to the ground, cover your face with your hands to protect face and lungs, and roll over and over to smother the flames. Hooks says this is a very important drill to teach children.

And finally, she adds, smoke represents the most dangerous part of escape from fire. If you encounter smoke in a building, use an alternate route, but if that's impossible, crawl on your hands and knees because the best air will be several inches off the floor.

Food Co-op Order Forms Available

Food co-op order forms are available at the Payroll window with the first paycheck of each month, and those who pick up paychecks on behalf of a department are encouraged to take forms for their department.

Extra order forms are available in Human Resources at both sites. Questions regarding food items should be directed to Don Brannon or Peggy Bundra, Chef Aide, at 821-1170.

Dates for order form distribution and food pick-up for the remainder of 1992 are:

17th & Chew

Form Distribution	Food Pick-up
Oct. 8	Oct. 22
Nov. 5	Nov. 19
Dec. 3	Dec. 17

Cedar Crest & I-78

Form Distribution	Food Pick-up
Oct. 1	Oct. 15
Nov. 12	Nov. 25
Dec. 10	Dec. 23

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Ventilation, Back Injuries Dominate Report

Ventilation issues and back injury statistics dominated this month's quarterly report of the Safety Management Quarterly Report, which was shared with the Quality Assurance Committee of the Board of Trustees.

In the main clinical lab at Cedar Crest & I-78, a major system upgrade is nearly complete. Additionally, a vendor has been retained to design a ventilation system upgrade for Microbiology at Cedar Crest & I-78. The action was taken in response to employee concerns.

Lab ventilation has been a growing concern and was the subject of a recent inspection by the Occupational Safety and Health Administration (OSHA). While OSHA inspectors found no serious flaws, they were critical of inconsistencies in a log that documents the hospital's lost work time experience.

Other current ventilation issues include a successful inspection of 21 isolation rooms at Cedar Crest & I-78, which meet national Centers for Disease Control (CDC) recommendations, and progress on upgrades for isolation rooms at 17th & Chew, which were 90 percent complete.

The report says back injuries remain a major and chronic problem. Typically the leading type of injury in healthcare, most back injuries occur on nursing units and are attributable to lifting patients. During FY 92, there were a total of 187 claims for workers' compensation, 118 of which were for sprains and strains. Seventy-four of them resulted in compensation medical payments of \$87,000 and indemnity payments of \$72,000 for a total of \$159,000.

According to the report, 64 percent of the claims resulted from injuries in nursing units, and of the claims filed, 68 percent were for lower back injuries, two-thirds of which were attributable to moving patients.

The issue was identified by OSHA in 1990, and a corrective action program began in 1991. It was suggested that the program be

revised to make it more effective, and Nursing Services, Safety and Physical Therapy are currently studying the issue.

On the topic of safety education, the report indicates that, in accordance with JCAHO and OSHA standards, a video employee safety program has been presented since April and will continue for the remainder of the year. A hands-on fire extinguisher training continues, as does a bloodborne pathogen initial training program.

Among the investigations was a response to employee concern about a mysterious outbreak of medical symptoms on June 23 in a Labor and Delivery room, but no cause or adverse patient outcomes was ever identified for the isolated incident. A microbial contamination survey in the burn unit revealed no sources for recent outbreaks of aspergillosis, but the study resulted in several recommendations.

A chemical spill on June 3 in the STAT Lab, 17th & Chew, had no adverse affects on employees or patients and an investigation into cause has led to recommendations to prevent reoccurrence.

There were five contamination incidents in Nuclear Medicine between January and April, three of which affected employees. Among the results from investigations were improved safety systems to prevent exposure to thallium.

A variety of routine hospital inspections have been performed by a number of agencies, including the Department of Environmental Resources (DER), Environmental Protection Agency, OSHA, Allentown Fire Department, Western Salisbury Fire Department, Pennsylvania Department of Health, Life and Safety, the state Division of Hospitals, and the College of American Pathologists (CAP).

DER officials made recommendations involving new standards affecting linear accelerators, while CAP pointed out concerns for space, ventilation and emergency power in clinical laboratory operations.

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Holiday Meal: An End To The Lines?

Those long lines for employee holiday dinners may be a thing of the past as a result of new plans unveiled last week by Food Service.

Greatly expanded hours and dates will give employees much broader options of enjoying the complimentary meal, served in mid-December.

"The extended waiting had a negative impact on staff time and patient care," says Robert Smith, director, Food Service, who explains that with the growth of the hospital, serving 5,000 meals in just a few hours during two dates was woefully inadequate.

This year the dinner will be available for a minimum of eight hours on two dates for each site. The dinners will be served at 17th & Chew on Dec. 15 and 16 from 11 a.m. to 7 p.m. and from 1 a.m. to 3 a.m. on Dec. 17. At Cedar Crest & I-78, serving will be from 11

a.m. to 7 p.m. on Dec. 16 and 17, with service to the night staff from 1 to 3 a.m. on Dec. 16.

"This will increase flexibility, especially for critical care units," he notes. Serving used to be from 11 a.m. to 2 p.m. and from 4 p.m. to 7 p.m., and the lines of employees were extremely long.

The logistics of the extended hours will be managed by an invitation sent to each employee. Presentation of the invitation and a hospital identification badge makes the meal complimentary.

Smith says the same meal and much of the usual fare will also be offered to hospital visitors and guests for appropriate cost. It will include soup, salad, a choice of one of several entrees, vegetable, a dessert, breads and beverage. Punch and hors d'oeuvres will be available in the cafeteria dining areas instead of the hallways outside.

Hey, That's Our Cafeteria...

Slides flashed on and off the screen at the annual meeting of the National Hospital Food Service Administrators Association in Toronto, Ont. In the audience, Robert Smith, director, Food Service, watched with casual interest — until he saw a familiar sight.

The presentation, about the effect that renovations can have on building sales and customer satisfaction, used Lehigh Valley Hospital as an illustration of excellence. Smith says he was completely surprised by the unexpected pat on the back, and, after he was introduced, was called upon to give an impromptu presentation about the Cedar Crest & I-78 cafeteria.

Still collecting accolades from all over, the cafeteria had more than a 20 percent increase in business after extensive renovations. With more than 20,000 transactions a week, it remains the busiest restaurant in the Lehigh Valley and a point of pride with the Wood Company, which manages the facility.

Smith adds that the presentation was repeated a few weeks later to a convention of the Dietary Managers Association in New Orleans, and that the cafeteria is being photographed and visited by a variety of food service industry people.

Meanwhile, cafeteria staff has been racking up more honors. A report on gourmet awards recently awarded to Marvin Schmidt, executive chef, and Schmidt's pizza-making adventures at the hospital day care center were in *Restaurants & Institutions* magazine.

There were also new honors at the stove. "Arnold's Two-Alarm Chili" proved to be a hot item and a first place winner among 18 teams of The Wood Company. Stoked up by Mike Kramlich, assistant executive chef, and Alex Endres, assistant food service director, the chili was recognized as the best recipe in a "cook-off" held at Lafayette College in Easton.

The Lehigh Valley Hospital team placed first overall in the corporate showdown.

About Our People...

Diane Carpenter, RN, director, Human Resource Development, was recently named to Who's Who Registry Worldwide, a directory of 30,000 significant individuals in business, the arts and professions.

Bonnie M. Smith, administrator, Women's and Children's Strategic Service unit, will receive the National Association Women's Health Professionals' runner-up award for excellence in service in Chicago next month. Smith was saluted for outstanding achievement through leadership in organizations that advocate and promote the improvement of women's health.

Sharon Monahan, RN, and **Joe Provenzano**, RN, both staff nurses in the Special Care Unit received CCRN certification after passing the critical care certification examination.

Mary Ann Snoba, cost accountant, Finance, received her MBA in business administration, concentrating in Finance, from Wilkes University on Aug. 27.

Tindra Gerber, RT, Radiology, passed the mammography examination administered by the American Registry of Radiologic Technologists.

Births:

- To **Kathleen E. Scaief**, project coordinator, Public Relations, and her husband, Clark, a son, Michael Clark Scaief, on Sept. 16, their first child.
- To **Barbara Roxberry**, housekeeper, General Services, and her husband, Bill, a daughter, Brittnay Kay Roxberry, on June 27, their first child.
- To **Joelle Morehouse**, nurses aide, Special Care Unit, and her husband **Brad Morehouse**, SPD, a daughter, Alicia Lynn Morehouse, on Aug. 25. She has a sister, Natasha.
- To **Dawn Sauerwald**, RTCV, special procedures technologist, Radiology, and her husband, Mike, a son, Michael E. Sauerwald

Jr., on Aug. 18, their first child.

- To **Karen Juszczuk**, RN, BSN, staff nurse, 7C, and her husband, Tom, a son, Matthew Tyler Juszczuk, on Aug. 15, their first child.

Weddings:

- **Laurie Hall**, unit clerk, NICU, to William Hall on July 1.
- **Donna Kober**, Telecommunications, to Randy Hetherington, on Sept. 5; the couple will reside in Allentown.
- **Jim McCawley**, BMET, Biomedical Engineering, married Diane Thompson on Aug. 8.
- **Bonnie Lynn Arnold**, RN, staff nurse, 6C, married David Lynn on Sept. 12.

Engagements

- **Mary T. Ryan**, RN, staff nurse, Transitional Open Heart Unit, to Daniel P. Klein. A May, 1993, wedding is planned.

What's News...

A *call for volunteers* to help at the prostate cancer screening was issued by the *Comprehensive Community Cancer Center*. The screening hours are Oct. 1 from 5:30 to 8:30 p.m. and Oct. 3 from 1 to 4 p.m. Volunteers may assist with patient registration or serve as a clinical assistant for the examination. For information, call Sandra Smith, RN, at ext. 2582.

Maintenance Weigh-in

The *Health Promotion Program* reminds participants in "Lean on Me" at 17th & Chew that if they'd like a *maintenance weigh-in*, they may call 821-2150 and schedule an appointment for Oct. 7 or Oct. 8.

Bury Heads Patient Support

Carol Bury was appointed administrator,

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Symposium Series Focuses On Infection

Coming in the Regional Symposium Series, sponsored by Human Resource Development and supported by the Dorothy Rider Pool Health Care Trust, is a two-day program titled *From Newborns to Nursing Homes: A Lifetime of Infections*.

Scheduled for Oct. 22 and 23, the symposium features presentations by faculty that includes officials of the Food and Drug Administration, Centers for Disease Control, Veterans Administration, Department of Environmental Resources and several hospitals.

Speakers representing Lehigh Valley Hospital include Andrea Geshan, RN, director,

Infection Control and AIDS Activities; Diane C. Halstead, PhD, director, Microbiology, Virology, Immunology and Flow Cytometry, Clinical Laboratories; Luther Rhodes, III, MD, chief, Infectious Diseases; and John VanBrakle, MD, chairman, Pediatrics.

Among the topics on the agenda are neonatal infectious diseases, current immunoprophylactic recommendations, infection control in day care centers, HIV infection risk to employees, multidrug resistant tuberculosis, waterborne diseases, diseases with a food vector, ectoparasites, and nursing home infections.

Fee is waived for hospital staff, and registration may be for either or both days. For additional information, contact Human Resource Development at ext. 8322.

On Oct. 31, the series will present a one-day *rheumatology symposium on systemic lupus erythematosus*. Five physicians will present talks on immunopathology, clinical manifestations, skin manifestations and treatment of the disease, as well as lupus kidney and case studies. Fee is waived for staff affiliated with Lehigh Valley Hospital and registration is with Human Resource Development at ext. 8322.

Previously announced was the *Fourth Annual Neuroscience Symposium: Neuroscience Intensive Care*, scheduled for Friday, Oct. 16. The *Third Annual Critical Care Symposium* will be presented on Saturday, Nov. 7. Additional information about both is available by calling ext. 8322.

CPR recertification will be held in the 24-hour period beginning at 10 a.m. Wednesday, Oct. 16 in the Pediatrics Classroom, 5th floor, 17th & Chew. Participants are reminded to use the red elevator and not go through Pediatrics.

CPR certification, for which registration in advance is required by calling ext. 2430, will be held Nov. 17 and 24 from 9 a.m. to noon in Room 900, School of Nursing.

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Patient Support Services, which includes Admitting, Outpatient Registration, Pre-Admission Testing, Medical Records, Patient Representatives, Pastoral Care and Volunteer Services. She will also serve as liaison to Social Services, which is supervised by the chairman of Psychiatry. After serving as president and CEO of Slate Belt Nursing and Rehabilitation Center, Bury has most recently assisted with operations improvement initiatives and led the patient administration team.

Bowling League Seeks Keglers

A few openings for individual bowlers remain on *Lehigh Valley Hospital mixed bowling league* teams. The six-team league gathers on Thursdays at 6:15 p.m. at Mountainville Bowling Center. For additional information, contact Tom Amico at 391-0122.

New Stationery Items Available

A variety of new Lehigh Valley Hospital *stationery items* are available in the Storeroom, available through requisition. These include large and small tablets, two sizes of folders, name tags and notecards. Requisition numbers vary between the two sites, and inquiries should be directed to the storeroom.

Can Drive Crosses Halfway Mark

After a slight lull in the first quarter, aluminum can collection at recycling points in Lehigh Valley Hospital surged ahead. By mid-year just over 2 1/2 tons of cans had been shipped to Alcoa by local fire departments. That raises the total gathered in the hospital to nearly nine tons, or about half a million cans.

An estimated one million cans are needed in a unique fire safety fund drive involving hospital employees and the Burn Prevention Foundation.

Funds for the recycled cans will be used by the foundation to buy a special educational trailer that presents a home environment for teaching fire safety at area schools.

The cans are gathered in special containers located throughout the hospital, and picked up by participating fire departments as a public service. The foundation gets a running accounting of the total for the purposes of the fund drive.

Hospital recycling efforts generally held steady in the first half of 1992, a grand total of 277,910 pounds of materials — about 139 tons — were recycled, according to Owen Grady, director, General Services. Most of it

was in the form of cardboard, followed by 70,000 pounds of office paper and more than two tons of tin and glass from the kitchen at 17th & Chew.

In the first five quarters of the program, Grady estimates that more than 1,700 trees, 240 barrels of oil, 400,000 KWH of electricity and 600,000 gallons of water were saved as a result of the efforts of hospital employees.

Equally important is a substantial decline in waste destined for landfills, with about 25 percent of hospital trash heading to recycling operations of one kind or another.

On a daily basis, the hospital recycles about 30 pounds of aluminum, 1,000 pounds of cardboard, 395 pounds of office paper and 22 pounds of tin and glass.

"We continue to appreciate everyone for their cooperation in our recycling efforts," Grady says. "Recycling helps us to preserve our natural resources, saves precious landfill space, and helps reduce air and water pollution."

He welcomes suggestions and ideas to expand the recycling efforts. Those with ideas may contact Grady at ext. 8566.

New Physician Directories Distributed

Updated Lehigh Valley Health Network Health Plan physician directories have been distributed to department heads.

The directories allow employees to choose from participating providers who will not balance bill for hospital and medical/surgical services that exceed the Lehigh Valley Health Network Health Plan fee schedule.

Included for the first time in the directory are psychiatrists and psychologists. Plan participants who have satisfied the \$100 deductible will be reimbursed 50 percent of the fee schedule for outpatient visits. However, participants who choose to be referred to a provider through Behavioral Health Services, provided by the counseling program, will be

reimbursed at 70 percent of the fee schedule for the first eight sessions and 50 percent of the fee schedule for all subsequent sessions after the \$100 deductible is met.

Because there are a limited number of directories available, each department received one copy. Those departments requiring additional copies may stop by Human Resources.

Questions should be directed to benefits counselors. They are Gerrienne Keiser, ext. 8839, at Cedar Crest & I-78; Maryjane Zanders, ext. 2930, at 17th & Chew; or Leilani Souders, ext. 8807, for Lehigh Valley Health Services.

Credit Union Plans Holiday Loans

The federal credit union currently offers special holiday loans at 9.9 percent for amounts up to \$2,500. Loan terms are 12 months, and the loans will be offered between Oct. 26 and Dec. 18.

Meanwhile, Christmas Club enrollment is under way and concludes on Dec. 31. The credit union is currently offering 3.2 percent,

a variable rate, on club accounts.

For additional information on either, stop by the credit union offices.

Meanwhile, interest rates are down for new car loans. Current rates are:

New Car Loans	6.9 percent	3 years
New Car Loans	7.9 percent	4 years
New Car Loans	8.5 percent	5 years

Fire Extinguisher Sale Planned In October

To help observe Fire Prevention Week, Oct. 4-10, Human Resources has made an arrangement with Kistler-O'Brien Fire Protection to offer group prices on 2.5 and 5-pound fire extinguishers.

The multi-purpose dry fire extinguishers, rated for all types of fires, are rechargeable and come with a universal mounting bracket to allow for easy installation in homes, autos, boats or recreational vehicles.

The extinguishers are manufactured by Ansul, a leader in dry chemical fire equipment, and have all metal valve assemblies.

Prices are \$16.91 for 2.5-pound units and \$23.85 for 5-pound units, which includes state sales tax.

Extinguishers will be sold on a cash-and-carry basis on Monday, Oct. 5, in the Anderson Wing Lobby at Cedar Crest & I-78 from 7 to 9 a.m. and 11 a.m. to 4 p.m. Sales at 17th & Chew will be in the hospital lobby on Tuesday, Oct. 6, from 7 to 9 a.m. and 11 a.m. to 4 p.m.

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continues, make sure everyone has left or is leaving the building, the fire department has been notified, be sure the fire is confined to a small area and is not spreading, that you have an escape route, and that you know how to use the extinguisher.

Here's Your Chance To Win A Fire Extinguisher

As an incentive to home fire safety, Lehigh Valley Hospital will hold a drawing on Oct. 10 to give away a dozen fire extinguishers to employees.

Emma Hooks, director, Safety, says six extinguishers will be awarded at each site at the end of Fire Prevention Week, Oct. 10, and winners' names will be announced in *CheckUp*. The completed entry form, below, may be placed in a box at either cafeteria between Oct. 4 and 10.

Fire Extinguisher Drawing — Oct. 10, 1992

Name _____

Department _____ Shift _____

Extension/Beeper # _____

Complete and place in box at either Cedar Crest & I-78 or 17th & Chew cafeteria between Oct. 4 and 10. Six names will be drawn from boxes at each site and awarded a home fire extinguisher.



The Allentown Auxiliary of Lehigh Valley Hospital presents the annual Italian Dinner & Raffle!

ITALIAN DINNER & RAFFLE

Thursday, November 5, 1992

**Lehigh Valley Hospital, 17th & Chew
Dining Room**

FIRST SEATING: 5:30 P.M.

SECOND SEATING: 7:15 P.M.

PRICE: \$9.00 (Children Under 10 - \$4.00)

Use this form to order tickets today. Tickets will be mailed to you. Dinner and raffle tickets are also available at The Alcove Gift Shop in the Main Lobby, 17th & Chew.

.....
Return this coupon with your check made payable to The Allentown Auxiliary of Lehigh Valley Hospital. **Deadline to order tickets by mail is Wednesday, October 28, 1992.**

Name _____

Address _____

City _____ State _____ Zip _____

Phone (_____) _____

Number of Tickets _____ Adult (\$9 each)

_____ Child (\$4 each)

Amount Enclosed \$ _____

_____ First Seating (5:30 p.m.)

_____ Second Seating (7:15 p.m.)

Return to: Kitti Berkheimer, 6047 Tamarack Drive, Allentown, PA 18103

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